Accreditation Activities and Event Management Fees

The Department of Continuing Medical Education is nationally accredited by the American Osteopathic Association (AOA) and the Accreditation Council on Continuing Medical Education (ACCME) through the Maine Medical Association’s Council on Continuing Medical Education and Accreditation (MMA CCMEA) ---one of a handful of providers in the country to hold the distinction of maintaining dual accreditation. The Department of CME also provides accreditation services for the American Academy of Family Physicians and has formed strategic alliances to educate other members of the healthcare team.

We also provide Event Management Services for CME and Non-CME activities and the fees are listed according to Level of Event Management requested. As always, please feel free to contact the Department of Continuing Medical Education with any questions.

CME Accreditation Fees
Joint Sponsorship Accreditation Fee (per activity)
(plus direct AOA Reporting Fee/Category 1A and AAFP if applicable and CME Reporting form printing)

<table>
<thead>
<tr>
<th>Level of Event Management</th>
<th>Fee</th>
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<tbody>
<tr>
<td>One Day Live activities</td>
<td>$275</td>
</tr>
<tr>
<td>2 Day Live activities</td>
<td>$500</td>
</tr>
<tr>
<td>&gt;2 Days Live activities</td>
<td>$750</td>
</tr>
<tr>
<td>International Live activities</td>
<td>$cost based on # of days and level of complexity</td>
</tr>
</tbody>
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Accreditation Certificates created & emailed per request - Additional cost based on level of complexity

<table>
<thead>
<tr>
<th>Activity Type</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Faculty Development Teaching</td>
<td>$175/max. 5 instructor/yr</td>
</tr>
<tr>
<td>NEOMEN/OPTI</td>
<td>$750/max. 12 programs/yr</td>
</tr>
<tr>
<td>Regularly Scheduled Series (RSS) i.e. Grand Rounds</td>
<td>$1,000/max. 12/yr - DO and MD Accreditation</td>
</tr>
<tr>
<td>Regularly Scheduled Series (RSS) i.e. Grand Rounds</td>
<td>$750/max. 12/yr – DO or MD Accreditation only</td>
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Series-Type activities: for the purposes of this fee schedule a series is the same activity held multiple times (and possibly locations) within one calendar year. Additional review fees are not required for these activities unless faculty, venue or content change from the originating activity. Joint Sponsorship fees remain in effect for each instance of the activity.

Enduring material and internet activities: fee varies – set on a case by case basis and determined by level of involvement required by the Department of CME.

Direct Expenses (added to the above):
- Direct AOA Reporting Fee/Category 1A (# of attendees + # of credits)
- Direct AAFP Application Fee ($100 per activity)
- CME Reporting Form Printing (minimum $60 + depending upon the quantity)
Meeting Planning Fees (per registrant)

Level One: Basic Registration Services $30/registrant
- Registration support, registration payments, support ongoing needs of Registrants create and maintain database

Level Two: Level One Services, plus the following: $45/registrant
- Develop/distribute conference packets, name badges,
- Speaker Management & Support/per speaker)
  (Contract negotiations, honoraria, AV, presentation support)

Level Three: Comprehensive Event Management $60/registrant
Level One and Two Services, plus the following:
- On-site presence during event
- Registration support & AV support
- Hotel logistics with catering, setups, troubleshooting
- Marketing support
- Evaluation tabulation
- Financial tabulation

Meeting Planning Direct Expense Reimbursement may include (but not limited to): $direct expenses
- Staff Mileage at current UNE rate
- Staff meals and lodging for off-site events
- Registrant supplies: binders, badges, etc
- Postage/duplication costs/phone/fax/printing costs

Event management and/or multiple accreditation arrangements may be made with individual clients, based on complexity, volume, etc.

Other UNECOM Department Usage Fees (not inclusive):

OMM Lab Fees
OMM Lab: $250/day minimum (may increase due to # of days and complexity)
OMM Portable Tables: $10/day/each (on campus and/or offsite)

Anatomy Lab Fees
Lab Staff Assistance: $300/day
Lab Management fixed tissue: $100/event
Lab Management fresh tissue: $300/day
Lab Pods: $250/pod/day
Whole Fresh Cadavers $3,000 ea
Whole Preserved Cadavers $2,500 ea
Fixed tissue $500/section
Fluoroscope: $500/day
Personal Protective Equipment Depending upon need

Lecture Room Fees
Alfond Lecture Room Rental Fees: $250/day

UNE Facility Fee: $250/day (lecture room set up, cleaning, etc.)